

# **KNIGHTDALE PARKS & RECREATION**



## **YOUTH BASKETBALL HANDBOOK 7-8 2015**

## KNIGHTDALE PARKS & RECREATION STAFF

<u>NAME</u>	<u>PHONE</u>
Tina Cheek Parks & Recreation Director	217-2230
J.P. Lefever Youth Athletic Supervisor	217-2238

### PURPOSE STATEMENT:

Sportsmanship, participation, skill development, and fun for the participants are the objectives of the youth basketball program and no other concepts should transcend the welfare of the boys and girls who participate in the program.

The Town of Knightdale is proud of the youth programs being provided by Knightdale Parks and Recreation Department. The Town is appreciative of the outstanding contributions of the many adults who serve as coaches, assistant coaches, leaders and instructors in these programs.

The youth basketball program is one of the largest programs offered by Knightdale Parks and Recreation Department with hundreds of boys and girls participating each year. Youth ages 5-16 are eligible to participate in organized leagues. Games and practices are held at local school gyms. Volunteer coaches and assistant coaches help ensure the continued success of these programs.

Knightdale Parks and Recreation Department has prepared this Handbook to assist our coaches and their assistants. The guidelines and rules set forth herein are intended to provide a system of organization, methods of operation, and rules and regulations necessary for a successful youth basketball program in the Town of Knightdale.

### LEAGUES

<u>LEAGUE</u>	<u>REGISTRATION**</u>	<u>SEASON</u>
7 & 8 year olds	August 15-30	Oct. – Dec

- Ages are determined as of January 1st of the current season.

\*\* The Knightdale Parks and Recreation Department establishes registration dates each year. All Knightdale residents and all non-Knightdale residents may register on a space available, first come, first serve, basis. **Everyone must register each year!**

Fees are established annually with non-Knightdale residents paying an additional non-resident fee.

All leagues use the rules established by the National Federation of State High School Associations in conjunction with local league rules. Each league also has mandatory playing rules. Part-time athletic staff is used in all of the gymnasiums during practices and games. During games the part-time staff will keep an official scorebook and chart mandatory playing time.

## **DUTIES AND RESPONSIBILITIES OF COACHES**

The Knightdale Parks and Recreation Department appreciate the assistance and importance of coaches to the basketball program. The basketball program offered for the youth of Knightdale is one of the best and most complete programs in the area and a large part of its success can be attributed to the hard work and dedication of those who have served as coaches. In order to help coaches better understand their role and to maintain the high standards afforded in our programs, the Parks & Recreation Department have established the following duties and responsibilities for coaches.

1. Knightdale Parks and Recreation Department will select all coaches. Selection will be based on a review of submitted applications.
2. **Each coach must work with the staff and abide by all rules and policies established by the department to ensure the goals of the program are met.**
3. Each team may have a maximum of three coaches (one coach can act as the scorekeeper). If a head coach is absent, an assistant coach may act as the head coach. **No more than three adults will be allowed on the bench at one time.** A coach that has stepped down may not be on the bench during a game.
4. Each coach must keep his/her team roster up to date at all times and must notify Knightdale Parks and Recreation Department of the loss of any player from his/her team roster. A waiting list is kept throughout the season.
5. Each head coach is responsible for the uniforms issued to him/her for his/her team.
6. The head coach, or their assistant, must turn in a roster, with starters noted, no less than 6 minutes prior to the start of the game.
7. Each coach will inform the members of his/her team as to the time and place of each game.

8. Each coach shall encourage the exhibition of good sportsmanship at all times by his/her players.
9. Each coach shall make sure only team players and coaches are allowed on the bench area with the team. No spectators may sit on or behind the bench area.
10. Each coach shall instruct his/her players in all safety rules for their own protection and that of their opponents.
11. THERE SHALL BE NO SMOKING AND NO FOOD OR DRINK IN THE GYMS AT ANY TIME (Water for team members will be allowed).
12. Head coaches are required to hold a preseason parents meeting to discuss rules, conduct, responsibilities, practice schedule, etc.
13. Coaches should always keep in mind they are setting examples in sportsmanship and fair play (during games and practice). Therefore, coaches are to conduct themselves accordingly at all times.
14. The Parks and Recreation Department reserve the right to dismiss any Coach that violates the league rules.
15. Any coach or assistant coach who has been dismissed by the Knightdale Parks and Recreation Department may not return as a coach or assistant coach. Seasonal Suspension may be appealed to The Parks and Recreation Advisory Board. Appeals must be submitted in writing to the Program Director within 72 hours of receipt of notification of suspension.

### **COACHES CODE OF CONDUCT**

The Knightdale Parks & Recreation Department recognizes the important contribution of the coaches at each level of the Knightdale Parks and Recreation Basketball program. A coach's influence during the formative years of hundreds of youth involved in this program is immeasurable. It also is reflective in later years, not only in athletic abilities that are developed, but also in the more important traits of character that will be a part of each individual for life.

Coaches have a responsibility to teach the basics of Basketball and to provide an organized and controlled team approach to a recreational program, as well as the responsibility to teach the strategy of the game. They also have a more important responsibility to provide leadership for the development of

sportsmanship, self-confidence, and competitiveness with a sense of fair play, teamwork, and humbleness in victory and a stout heart in defeat.

Coaching is a privilege and coaches must be expected to assume all of the responsibilities associated with working with these young people for their total development. Winning games is secondary to the other aspects of the program. Any conduct by coaches that is detrimental to the overall development of the young people will not be permitted and any action by any coach that is deemed to be improper will be dealt with as set forth thereunder.

Any of the following actions by basketball coaches while coaching in the Knightdale Parks and Recreation Department program shall be considered improper and could be grounds for censor, reprimand, suspension or dismissal at the discretion of the Athletic Program Supervisor and/or the Parks & Recreation Advisory Board.

1. Use of obscene or profane language in the gym or in the presence of the players;
2. Use or display of alcoholic beverages in the gym or in the presence of the players;
3. Participation by the coach while under the influence of alcohol;
4. Teaching and condoning unsportsmanlike conduct;
5. Inciting by word or sign any demonstration by parents or spectators;
6. Using language that will in any manner negatively refer to or reflect upon the opposing players, an official, staff member or a spectator;
7. Make intentional contact with any official or staff member in any manner;
8. Harassment of players, officials, scorekeepers, staff or anyone connected with the program;
9. Smoking in the gym.

Any complaint received by Knightdale Parks and Recreation Department relating to the conduct of any coach will be discussed with the coach involved. A written report of the complaint and action taken may be made in the permanent record of that coach in the files of the Knightdale Parks and Recreation Department. A copy of any such report will be transmitted to the coach involved. A coach may request a hearing with the Parks and Recreation Director & Parks and Recreation Advisory Board on any complaint filed or any action taken by the Parks and Recreation Department.

## **COACHES AND PLAYERS CODE OF CONDUCT**

ALL PLAYERS & COACHES SHALL BE GUIDED BY THE FOLLOWING:

1. No coach or player shall refuse to abide by an official's decision.
2. No coach or player shall be guilty of objectionable demonstration or dissent at an official's decision by throwing the ball or other equipment.
3. No coach shall teach or condone the act of unnecessary roughness or unsportsmanlike conduct.
4. No player shall be guilty of unsportsmanlike play during practice or games.
5. No coach or player shall be guilty of verbal abuse upon an opposing coach, official, player, spectator or departmental employee or the use of profanity at any time.
6. No coach shall at any time, push, strike or threaten to strike a player or official.
7. No player shall be guilty of extreme verbal abuse as a threat upon any official, player, coach, spectator or departmental employee.
8. No player or coach shall be guilty as an aggressor upon any official, player, coach, spectator or department official.

**If any coach or player breaks the rules herein, Knightdale Parks & Recreation reserves the right to suspend that coach or player indefinitely.**

In some cases, coach/player may be permanently suspended from league play for the remainder of the season and if warranted, from all programs offered by the Knightdale Parks & Recreation Department.

### **EJECTION PENALTY**

A coach ejected from a game will serve a two game suspension. A player ejected will serve a one game suspension. Forfeits and games that must be rescheduled do not count. The suspension must be served during a game the team plays.

## RIGHTS OF THE ATHLETES

Right to participate in youth sports  
Right to participate at a level equal with each child's maturity and ability  
Right to have qualified adult leadership  
Right to play as a child and not as an adult  
Right to participate in safe and healthy environments  
Right to proper preparation for participation in sports  
Right to an equal opportunity to strive for success  
Right to be treated with dignity  
Right to have **FUN** in sports

## GENERAL INFORMATION

### ELIGIBILITY

Leagues will be formed by ages with a birth date falling on or before January 1st of each current season. Example: A boy or girl is 6 years of age during September registration but will be 7 years old on or before January 1st, will have a league age of 7. A player must play on the team that they are assigned by the Parks and Recreation Department and may only change teams at the discretion of the Athletic Program Supervisor.

School athletes are eligible to participate unless restrictions from the school are in effect.

### PLAYER REGISTRATION PROCEDURE:

In the 7-8 leagues, participants must be properly registered during the registration period. If a player is not registered before the deadline he or she will be placed on the waiting list, the players on the waiting list are placed onto teams when spaces become available.

### FREE THROW LINE

7-8 leagues the line will be (10) feet.

### GOALS

7-8 will play on an eight and one-half (8 1/2) foot goal.

### DEFENSE

#### **(7-8 yr. olds) 5on 5**

- No backcourt pressing will be allowed. Once the defensive player has control of the ball, the opposing team must retreat to the other half of the court without applying any pressure until the ball and player have entered the front 1/4 court (the top of the key area), however, the offensive team may "fast-break".

**\*Exception:** During the last two (2) minutes of the game, a team may apply defense at half-court.

**Penalty:** Offensive team will receive the ball out of bounds for teams pressing full court.

- A defensive player cannot steal the ball from an offensive player when the offensive player is dribbling or has control of the ball. A player may only steal the ball on an attempted pass (excluding in-bounds passes).

**Penalty:** Offensive team receives the ball out of bounds

- Man-to-man or zone defense will be allowed. No double-teaming will be allowed outside the lane area.

### **FORFEITS**

Any team that uses an ineligible player will forfeit that game. Any team that does not have at least four (4) dressed players will forfeit their game.

### **BALL SIZE**

(7/8)

JUNIOR SIZE 27.5

### **FOULS**

Players will be disqualified on their:

(7/8)

sixth (6) personal fouls

7-8 will shoot two free throws after the tenth (10) team foul.

### **LENGTH OF QUARTERS**

Length of games will be as follows:

7-8

four (8) minute quarters- divided into two-4 min. periods-fast clock

**Fast Clock-The clock will only stop during time-outs, and shooting fouls until the official hands the shooter the ball at which time the clock will restart.**

There will be a Jump Ball for possession in the First Half. Possession will alternate following each 4 minute period. The team who did not have possession to start the game will have possession to begin the second half.

All half times will be three minutes

**NOTE: 7-8 DO NOT PLAY OVERTIME GAMES OR PARTICIPATE IN TOURNAMENTS (SCORE IS NOT KEPT IN EITHER LEAGUE)**



## TIME OUTS

Each team will have four (4) time-outs per game to be used two (2) per half.

## LENGTH OF GAMES

All games will be scheduled for one (1) hour.

## SUBSTITUTIONS

All players must report to the scorer's table before entering the game. Failure to report will result in a technical foul and two foul shots.

## WARM-UPS

Warm-ups are to take place ten (10) minute prior to game time at the opposite basket from the team bench. At half-time warm up in front of your own bench. Stretching and other exercises should be included during pregame warm-ups. No team will be allowed to run laps around the court as a warm-up.

## TEAM SUPERVISION

An adult coach shall supervise each team. A team may not practice or play a game unless the coach or his/her assistant is present with the team. If only one Coach is attending the practice or game he/she must be at least 18 years of age or older. Coaches should not leave the gym until all their players have secured transportation home.

## FOOD AND DRINK

No food, drink or glass is allowed in the gym. The coach may provide the players with water. Coaches are responsible for cleaning up their bench area after each game.

## LANE VIOLATION

7-8 five (5) second violation

## UNIFORMS

Each participant receives a numbered jersey to be worn during games. Participants are responsible for providing their own shorts and shoes. Players keep their jerseys at the end of the season. No jewelry or hard devices will be allowed during play or practice.

## PROTESTS

- A. The only legal protests are ones that involve the use of an ineligible player, a violation of the mandatory playing rule, or rules violations.
- B. Protests based on play that involves the official's judgement are not permitted. The official's decision is final.
- C. If a coach believes that there has been a violation of playing rules, they shall appeal to the Head Official and the Site Supervisor before play resumes. If neither is available notify the scorekeeper of the protest.

- D. A formal written protest, and a \$25 fee must be submitted to the Parks & Recreation Department within 48 hours of the game. The Sports Advisory Committee and the Program Director will review protests. If the protest is upheld, the \$25 fee will be refunded.
- E. No head coach or assistant coach may leave the bench to protest a call made by an official.

### **PERSONAL BASKETBALLS**

**No personal basketballs will be allowed in the gym** during practice or game sessions. The Parks and Recreation Department will provide all practice and game balls.

### **SAFETY**

Always remember that the safety of the participants must be the primary concern of everyone involved in the youth sports program. Coaches must assume responsibility for each player's safety by assuring that they are taught the safe and correct techniques of the sport during practice, as well as, games.

### **7-8 League**

- All players present must play at least ½ of each game. The game clock will be set for 4 min., at the end of four minutes all players on the bench must enter the game. No substitutions can be made at any other time; however, the coach may substitute in the 2<sup>nd</sup> half of each quarter only for the player that remains in the game from the first half of that quarter.

#### **Exception:**

1. If a player is being disciplined for not coming to practice, they are not required to play.
2. Medical injury
3. If a team is short of players then substitution will rotate depending on the number of players available. **Every player must still play a minimum of ½ of the game.**
4. Disciplinary reasons (Must notify the Program Supervisor, Site Staff and parents of the child).

Knightdale Parks and Recreation Department hopes everyone has a great season and, above all, a good time! Play to win, but Play Fair.

REVISED January 2015